

**DOUGLAS COUNTY BOARD OF COMMISSIONERS
NOTICE OF REGULAR MEETING
NOVEMBER 6, 2014 - MINDEN, NEVADA**

PURSUANT TO CHAPTER 241 OF THE NEVADA REVISED STATUTES AND THE LAWS OF THE STATE OF NEVADA, THE DOUGLAS COUNTY BOARD OF COMMISSIONERS HEREBY NOTIFIES ALL INTERESTED PARTIES THAT THE BOARD WILL CONDUCT BUSINESS OF THE COUNTY AS NOTICED BELOW:

THE REGULAR MEETING SHALL BE HELD ON THE **6th DAY OF NOVEMBER, 2014** BEGINNING AT **1:00 P.M.** IN THE DOUGLAS COUNTY COMMISSIONERS MEETING ROOM OF THE DOUGLAS COUNTY ADMINISTRATION BUILDING (HISTORIC COURTHOUSE), 1616 EIGHTH STREET, MINDEN, NEVADA.

THE AGENDA OF THE MEETING SHALL CONSIST OF THE FOLLOWING NOTED ITEMS (**SEE ATTACHED AGENDA**), AS WELL AS ANY ITEMS APPENDED TO THIS NOTICE.

I HEREBY CERTIFY THAT ACCORDING TO THE PROVISIONS OF NRS 241, THIS NOTICE HAS BEEN POSTED AT LEAST THREE (3) WORKING DAYS PRIOR TO CONVENING OF THE MEETING.

BY: 

CLERK TO THE BOARD



P.O. Box 218, Minden, NV 89423
775-782-9821 FAX: 775-782-6255

Douglas County Board of Commissioners

Meeting Agenda

Doug N. Johnson, Chairman, District 3
Nancy McDermid, Vice Chairwoman, District 4
Greg Lynn, District 1
Lee Bonner, District 2
Barry Penzel, District 5

James Nichols, County Manager

Thursday, November 6, 2014

1:00 pm

Douglas County Historic Courthouse
1616 8th Street, Minden, Nevada

MISSION STATEMENT

Working together with integrity and accountability, the Douglas County team is dedicated to providing essential and cost-effective public services fostering a safe, healthy, scenic, and vibrant community for the enjoyment of our residents and visitors.

The Board of Commissioners may also be meeting for lunch on the same day, at 11:30 a.m. at Wild Horse Bar & Grill, 1679 U.S. Highway 395 North, Suite C, Minden, Nevada. Members of the public, press, and staff are welcome. This is a social gathering; and no Board of Commissioner business will be discussed.

Copies of the finalized agenda are posted at the following locations prior to meeting day: Minden Inn, Administration Building (Historic Courthouse), Judicial and Law Enforcement Center, Gardnerville Post Office, Minden Post Office, Minden Library, Douglas County Administration Building and the Tahoe Transportation Center at Stateline, NV. Questions concerning the agenda should be referred to the County Manager's Office at 775-782-9821.

The Board of County Commissioners sit jointly as the following Boards: Liquor Board, License Board, Tahoe-Douglas Transportation District Board, Water District Board, East Fork Fire and Paramedic Districts Board, Regional Transportation Commission and Redevelopment Agency.

It is the intent of the Board of County Commissioners to protect the dignity of citizens who wish to comment before the Board. It is also the County Commissioner's wish to provide the citizens of Douglas County with an environment that upholds the highest professional standards. Citizens should have the ability to freely comment on items and/or projects that are brought before the Board for action without interference.

In order to ensure that every citizen desiring to speak before the Board has the opportunity to express his/her opinion, it is requested that the audience refrain from making comments, hand clapping or making any remarks or gestures that may interrupt, interfere or prevent the speaker from commenting on any present or future project. Persons desiring an opportunity to address the Board of County Commissioners and are not able to attend the meeting are requested to complete and submit a "Comment Card" to the Chairman at the main podium prior to the convening of the Commission meeting. Cards are located at the main entrance to the meeting room.

Copies of supporting material can be requested in person from Lorraine Diedrichsen Kabat, Douglas County Manager's Office, 1594 Esmeralda Avenue, Minden, Nevada or by calling 775-782-9821. Supporting material can also be found at <http://cltr.co.douglas.nv.us> or <http://www.douglascountynv.gov>. During the public hearing, supporting materials can be viewed in the Public Information Binder located at the entrance to the meeting room.

Notice to Persons with Disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the Clerk's Office in writing at Post Office Box 218, Minden, Nevada 89423 or by calling 782-9020 at least 20 hours in advance.

All items shall include discussion and possible action to approve, modify, deny, or continue.

**DOUGLAS COUNTY BOARD OF COMMISSIONERS
FINAL AGENDA – MINDEN, NEVADA
NOVEMBER 6, 2014**

1:00 P.M.

INVOCATION

PLEDGE OF ALLEGIANCE – Lee Bonner

PUBLIC COMMENT (No Action)

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Board of Commissioners or those agenda items where public comment will not be taken as a public hearing is not legally required.

Public Comment is limited to three minutes per speaker. The Board of Commissioners uses timing lights to ensure that everyone has an opportunity to speak. You will see a green light when you begin, and then a yellow light which indicates that you have thirty seconds left and should conclude your comments. Once the light turns red, please sit down.

If you are going to comment on a specific agenda item that the Board of Commissioners will take action on, please make your comments when the Board of Commissioners considers that item and the item is opened for public comment.

For members of the public not able to be present when an agenda item is heard, Speaker/Comment Cards are available from the Clerk and at the entrance to the meeting room. These cards should be completed and given to the Clerk.

APPROVAL OF AGENDA

For possible action. Approval of proposed agenda. The Board of Commissioners reserves the right to take items in a different order to accomplish business in the most efficient manner, to combine two or more agenda items for consideration, and to remove items from the agenda or delay discussion relating to items on the agenda.

APPROVAL OF PREVIOUS MINUTES

For possible action. Approval of the Board Minutes of:

- October 2, 2014
- October 16, 2014

DOUGLAS COUNTY AWARD PRESENTATIONS

1. Ceremonial presentation of an employee service award to James Halsey from Douglas County's Sheriff's Office. (approx. 5 min)
2. Ceremonial presentation of **Proclamation 2014P-093** recognizing Ellen Nelson's 30 years of dedicated service to the East Fork Fire and Paramedic Districts and Douglas County. (Tod Carlini) (approx. 5 min)
3. Ceremonial presentation of **Proclamation 2014P-086** declaring the week of November 10th-15th, 2014 as Nevada Flood Awareness Week. (approx. 5 min)
4. Ceremonial presentation of **Proclamation 2014P-095** recognizing Frontier Communications Corporation for the donation of Wi-Fi Internet service and related equipment to the Douglas County Community and Senior Center. (Scott Morgan - Marcie Fox receiving the proclamation) (approx. 10 min)
5. Ceremonial presentation of **Proclamation 2014P-092** recognizing the month of November 2014 as National American Indian Heritage month in Douglas County. (approx. 5 min)
6. Ceremonial presentation of **Proclamation 2014P-096** recognizing the month of November 2014 as National Runaway Prevention Month. (approx. 5 min)

CONSENT CALENDAR

Items appearing on the Consent Calendar are items that can be adopted with one motion unless an item is pulled by a Commissioner or a member of the public. Members of the public who wish to have a consent item placed on the Administrative Agenda shall make that request during the public comment section at the beginning of the meeting and specifically state why they are making the request. When items are pulled for discussion, they will automatically be placed at the beginning of the Administrative Agenda or may be continued until another meeting.

Motion to approve the Consent Calendar items 7a-7t.

FINANCE

7a. For possible action. Report on general ledger cash balances through October 10, 2014 per NRS 251.030. (Katherine Bradshaw)

CLERK-TREASURER

7b. For possible action. Discussion to approve receipt and filing of Cumulative Voucher Sheets for checks issued for the 10/03/2014 Payables, the 10/03/2014

Payroll, the 10/10/2014 Payables, the 10/17/2014 Payables and the 10/17/14 Payroll. (Terry Lundergreen)

PUBLIC GUARDIAN & PUBLIC ADMINISTRATOR

7c. For possible action. Discussion on the Public Guardian's and Public Administrator's 2014 third quarter reports (Claudette Springmeyer).

COUNTY MANAGER

7d. For possible action. Discussion on a letter of support for the acquisition of the Bently Pine Nut Mountains Bi-State Sage Grouse Critical Habitat Acquisition property under Round 15 of the Southern Nevada Public Land Management Act (SNPLMA) program administered by the Bureau of Land Management. (Jacques Etchegoyhen)

COMMUNITY SERVICES

7e. For possible action. Discussion on approval for the Parks Division to purchase a new ball field lighting system for Lampe Park Field #2 from Musco Lighting at a cost not to exceed \$70,979 (Craig Burnside)

EAST FORK BOARD OF FIRE COMMISSIONERS

7f. For possible action. Discussion and authorization of the East Fork Fire and Paramedic District's ambulance billing write-offs for the previous six-month period, January 2014 through June 2014, totaling \$538,807.95. (Tod Carlini)

COMMUNITY DEVELOPMENT

7g. For possible action. Discussion to adopt **Resolution 2014R-089** appointing Greg Phillips, Survey Manager for Lumos and Associates, as the professional land surveyor for Douglas County, as allowed by and for the purposes as set forth in Nevada Revised Statutes, Chapter 278 Planning and Zoning and other surveying duties as required by the County Engineer. (Erik Nilssen)

7h. For possible action. Discussion to adopt **Resolution 2014R-090** establishing a rate, fee and charge for the review and processing of Certificates of Amendments as allowed in Nevada Revised Statutes and Douglas County Code. (Erik Nilssen)

7i. For possible action. Discussion on accepting an access easement for a constructed public trail connecting to U.S. Forest Service (USFS) land, and within the Clear Creek Ranch Planned Development (ref. PD 03-004). (Mimi Moss)

PUBLIC WORKS

7j. For possible action. Discussion on the adoption of **Resolution 2014R-091** regarding acceptance of Heybourne Road, from the intersection of Buckeye Road north to the end of pavement, for road maintenance by Douglas County (Jon Erb).

7k. For possible action. Discussion to award a contract in the amount of \$80,000 to CH2M Hill Engineering for completion of the Douglas County Utilities North Valley Wastewater Treatment Plant Facility Plan and Capacity Analysis. (Nick Charles)

HUMAN RESOURCES

7l. For possible action. Discussion to approve the reclassification of the title and job description of a Maintenance Assistant II position to a Maintenance Specialist I in the Public Works Department, effective November 8, 2014, at an increase in salary of \$4,750 to be paid by FY 2014-15 available funds. (Norma Santoyo)

SOCIAL SERVICES

7m. For possible action. Discussion to modify the Social Services Guidelines and Standards by increasing the allowable income for families to be eligible to receive assistance and to otherwise revise the guidelines and accountability standards for general assistance to support residents in improving their financial and social stability in the community. (Karen Beckerbauer)

DISTRICT COURT

7n. For possible action. Discussion to adopt **Resolution 2014R-094** approving the public sale of downed and cut trees, which will be sold in one cord increments at \$190 per cord at the China Springs Youth Camp (Camp) (Wendy Garrison)

DOUGLAS COUNTY LIQUOR BOARD

7o. For possible action. Discussion to approve the On-Site Beer and Wine Retail Liquor and Unrestricted Caterer's License for Agave Azul Mexican Grill represented by Pedro and Guillermina Mendez, owner/operators. Pedro and Guillermina Mendez have signed the Waiver of Notice of Hearing. Agave Azul Mexican Grill is located at 177 Highway 50 #103, Stateline, Nevada 89449. (Sgt. Brooks)

7p. For possible action. Discussion to approve the On-Site Unrestricted Liquor License for Clear Creek Golf, LLC, represented by Colin Campbell, Director of Golf, dba Clear Creek Tahoe. Colin Campbell has signed the Waiver of Notice of Hearing. Clear Creek Tahoe is located at 199 Old Clear Creek Road, Carson City, Nevada 89705. (Sgt. Brooks)

7q. For possible action. Discussion to approve the On-Site Retail Unrestricted Liquor License, Entertainment Endorsement and Restricted Participant Gaming License for Ikumi & Asuka Corporation, represented by Ikumi Yamaguchi Schuckert, owner/operator, dba Toast. Ikumi Yamaguchi Schuckert has signed the Waiver of Notice of Hearing. Toast is located at 605 Highway 50, #1 & 6, Zephyr Cove, Nevada, 89448. (Sgt. Brooks)

REPORT OF FEES

7r. For possible action. Discussion to approve receipt of the Douglas County Clerk's report of fees for the month of September 2014.

7s. For possible action. Discussion to approve receipt of DMV Report of Revenue and Transactions for the months of July and August 2014. (Vicky Derner)

7t. For possible action. Discussion to approve receipt of Tahoe General Services Report of Revenue and Transactions for the months of August and September 2014. (Vicky Derner)

ADMINISTRATIVE AGENDA

The Administrative Calendar will be handled as follows:

- (1.) The Chairman will read the agenda title into the public record.
- (2.) Staff will introduce the item and provide a report, if any.
- (3.) The applicant, if any, will have an opportunity to address the Board.
- (4.) The Board will then discuss the item. Once the Board has concluded their discussion, public comment will be allowed.
- (5.) Public comment will be allowed and is limited to three minutes per speaker.
- (6.) Once public comment is completed, the Board will then ask any follow-up questions and take action.

On agenda items that are agendized as a "presentation" with no action listed, public comment is not legally required and must be made at the beginning of the meeting.

CONSENT CALENDAR ITEMS PULLED FOR FURTHER DISCUSSION:

Any item(s) pulled from the Consent Calendar will be heard at this time.

EAST FORK BOARD OF FIRE COMMISSIONERS

8. For possible action. Discussion to approve a proposed two-year agreement between the East Fork Fire and Paramedic Districts ("East Fork") and the East Fork Professional Firefighters Association ("EFPP"). The proposed Fiscal Year 2014-16 labor contract will introduce a new step system for each job classification, allow a merit increase of up to four steps based on a revised merit scale, increases incentive pay for certain skills, and allows a salary range adjustment of three steps in April 2015. The total estimated fiscal impact for the proposed labor contract is approximately \$249,729.89, including an estimated net increase of \$34,870.86 in salaries and benefits over the approved FY 2014-15 Budget. (Chief Tod Carlini) (approx. 10 min)

9. For possible action. Discussion to approve a proposed two-year agreement between the East Fork Fire and Paramedic Districts ("East Fork") and the East Fork Professional Firefighters Association Battalion Chiefs ("Battalion Chiefs"). The proposed Fiscal Year 2014-16 labor contract will introduce a new step system for each job classification, allow a merit increase of up to four steps based on a revised merit scale, increases incentive pay for certain skills, allows a salary range adjustment of three steps in April 2015, and introduces an educational incentive of

1% for an Associate's Degree and 2% for a Bachelor's Degree. The total estimated fiscal impact for the proposed labor contract is approximately \$25,483.88, including an estimated net increase of \$11,325.54 in salaries and benefits over the approved FY 2014-15 Budget. (Chief Tod Carlini) (approx. 10 min)

TOWN OF MINDEN

10. For possible action. Discussion to adopt **Resolution 2014R-097** approving the Town of Minden's recommendation for placement of certain stop signs within Minden's Town Boundaries (Jenifer Davidson, Minden Town Manager). (approx. 30 min)

11. For possible action. Discussion to introduce **Ordinance 2014-1421** to amend Douglas County Code Title 10.16.050 empowering the Town of Minden to establish a posted speed limit of 15 MPH within the Town of Minden, including without limitation, in the areas of Wildrose and Deseret Streets, at the discretion of the Town and other properly related matters. **(1st reading)** (Jenifer Davidson, Minden Town Manager). (approx. 30 min)

FINANCE

12. For possible action. Report on the 2013-14 Community Grantee activities. (Marcie Schurke) (approx. 15 min)

13. For possible action. Discussion and direction to staff on community grant applications funded from the General Fund and Social Services Fund. Total funding available is \$166,750 and requests received total \$208,863. (Marcie Schurke) (approx. 45 min)

14. For possible action. Discussion to adopt **Ordinance 2014-1429**, an ordinance of the Board of County Commissioners of Douglas County, Nevada designated by the short title "2014 Airport Revenue Bond Ordinance"; providing for the issuance of its Airport revenue bonds, series 2014 for the purpose of planning, acquiring, establishing developing, constructing, enlarging, improving and equipping Airport facilities of the County; providing the forms terms and conditions thereof and covenants relating to payment of said bond; securing its payment by a pledge of gross revenues of the Airport system; and providing for its adoption as if an emergency exists; and providing other matters related thereto. **(One reading only as if an emergency exists)** (Christine Vuletich) (approx. 10 min)

HUMAN RESOURCES

15. For possible action. Discussion to approve the medical, pharmacy, dental, vision and Life/AD & D benefits for Douglas County, East Fork Fire Protection District, and

Town of Minden, Gardnerville and Genoa employees with a total cost of \$4,216,691.48 across all funds for calendar year 2015, with adjustments to plan design and a 2% decrease in cost, as detailed in the supporting material. (Norma Santoyo) (approx. 15 min)

COUNTY MANAGER

16. For possible action. Discussion on the proposed process to select a new Clerk-Treasurer candidate for appointment by the Board of Commissioners. (Jim Nichols) (approx. 30 min)

17. Presentation regarding an update on the process to secure passage of the Douglas County Conservation Bill. (Jacques Etchegoyhen) (approx. 10 min)

COMMUNITY DEVELOPMENT

18. For possible action. Discussion on the adoption of **Ordinance 2014-1423** (reference Planned Development (PD) 04-008-7) to amend the zoning map to rezone 0.77 acres of property on APN 1320-33-210-069 from Single Family Residential – 8000 square foot minimum (SFR-8000/PD) to Multi-Family Residential, 9000 square foot minimum (MFR/PD), for Ken Hendrix with Jenuane Communities, The Ranch, LLC, so that zoning will align with the property lines of the parcel and other properly related matters. **(2nd reading)** (Dirk Goering) (approx. 5 min)

19. For possible action. Discussion on Planned Development (PD) Modification 05-001-5 for Jeff Thayer, Davidon Development LLC, a request to modify the development schedule extending the final map recordation deadlines for Phases 3B to December 31, 2017 and 3C to December 31, 2021. The subject property is located in the Montana Planned Development (Mountain Meadow Drive and Cloudburst Canyon Drive) in the FR-19 (Forest and range – 19 acre minimum parcel size), A-19 (Agriculture – 19 acre minimum parcel size), PR (Private Recreation) and SFR-2 (Single-family residential – two acre minimum net parcel size) zoning districts and the Genoa Community Plan (APNs: 1419-26-101-002 & 1419-26-101-003). (Dirk Goering) (approx. 5 min)

20. For possible action. Discussion on the introduction of **Ordinance 2014-1424** (Development Application (DA) 14-065), a Zoning Text Amendment initiated by Al Shankle Construction, to amend Douglas County Code (DCC) as follows: Title 20, Chapters 20.658.020 (Permitted, Development Permitted and Special Use Permit Use Table), 20.666.010 (Non-Residential Specific Standards for Permitted, Development Permitted and Special Use Permit Uses Table), 20.692.010 (Required Parking and Loading Spaces) and add 20.668.280 (Non-Residential Uses Specific Standards, Heliport) to allow a Heliport in the Light Industrial Zoning District as an accessory

use subject to a Special Use Permit and supplemental standards; and other properly related matters. **(1st reading)** (Hope Sullivan) (approx. 15 min)

21. For possible action. Discussion on the 2015 Federal Housing and Urban Development Community Development Block Grant (CDBG) program, application process, summary of past performances, and outreach to the Community for CDBG grant proposals. (Dirk Goering) (approx. 20 min)

COUNTY MANAGER

22. Reports/updates from County Commission members concerning the various boards and/or commissions that they may be a member of or a liaison to or meetings/functions they have attended. These boards/commissions/meetings include but are not limited to the: Nevada Association of Counties; Carson Water Subconservancy District; Lake Tahoe Visitors Authority; Tahoe Regional Planning Agency; Law Library; NevadaWorks; Carson Valley Chamber and Visitors Authority; Tahoe Douglas Visitors Authority; Lake Tahoe South Shores Chamber of Commerce; Western Nevada Development District; Regional Transportation Commission; Nevada Tahoe Conservation District; Nevada V & T Railroad Commission; Joint Powers/Waste Management; Tahoe Transportation District, and the Debt Management Commission. There will be no discussion or action taken on these reports/updates. (approx. 10 min)

CLOSING PUBLIC COMMENT (No Action)

At this time, public comment will be taken on those items that are within the jurisdiction and control of the Board of Commissioners or those agenda items where public comment has not already been taken.

THE TIMING FOR AGENDA ITEMS IS APPROXIMATE UNLESS OTHERWISE INDICATED AS A TIME SPECIFIC ITEM. ITEMS MAY BE CONSIDERED AHEAD OF OR AFTER THE SCHEDULE INDICATED BY THIS AGENDA.